

Job Specification

Post title	Photographer & Videographer
Responsible to	MaaMonth Manager

Role Purpose

The role of the Photographer & Videographer is to support the MaaMonth Manager in ensuring capture scenery, actions and emotions of subjects in a range of environments. To record live events and producing small scale videos.

Role Outline

Key responsibilities and objectives of the job:

- To complete any tasks given by the MaaMonth Manager
- Attend MaaMonth team meetings
- To escalate any issues to the MaaMonth Manager
- To support and work closely with your team
- To promptly upload content on MAA's drive.
- To have a good understanding of lighting, backgrounds and editing in post in order to produce high quality photos which faithfully represent events Photographs taken will be used across all our media platforms.
- Have an understanding of filming including using appropriate lighting, lenses and microphones.
- To edit footage from multiple sources into content appropriate for various social media platforms.

Key Skills

- Organisation
- Team Work
- Communication- Written and Verbal
- Interpersonal Skills
- Time Management
- Attention to detail
- Proficient in video editing using iMovie or other editing software
- Proficient in using editing software such as Photoshop or others.

Essential Experience

- Ability to priorities workload
- Experience in photography
- Experience in creating and editing video

Desirable Characteristics

- Punctuality
- Enthusiasm
- Efficiency
- Decisive
- Impartiality, fairness and the ability to respect confidences.
- Approachable and sensitive to the feelings of others.
- Ability to work well with the lead.
- Good time management